

OCONEE COUNTY LIBRARY BOARD
Minutes of the Quarterly Meeting January 22, 2001
Watkinsville Library

The meeting was called to order by Chairman Mitchell Swan. The quorum present consisted of the following: Kathryn Ames, Gail Firestone, Debbie Thrasher, Jackie Carson, Peter Wyllie, Ray Billings, Deanne Craft, Jo Alspaugh, Mitchell Swan, Elaine Brown, Lila Wyatt, and Linda Smith. The minutes from the previous meeting were approved along with the agenda.

Branch Managers Report: The library was very well used this past quarter and served the community well for the year 2000. Programs for all age levels were held. In October we had a Teen Read Week where the teens met to enjoy pizza and talk about their favorite books. The adult groups continue to meet and added six new members. In October we celebrated National Archives Week with a formal Declaration by the county commissioners. The display cases were used to house authentic late 1800 and early 1900 clothing and old photographs of early scenes from Oconee County. In October we held an open house for our Gates Grant computers installed at Bogart. The staff had extensive training on the new software and we are all enjoying using these new resources. Bogart also received its Spanish computer. Jim has been working hard to network all the computers and upgrade the software. He also completed a program to "lock down" the computers to prevent altering or changing the computer settings. November saw a big door count (12,989) due to the election, and the meeting rooms being so well used. 1,130 people also used the computers during Nov. Family Fun Day was held in November with 400 parents and children attending. They enjoyed crafts, games, and magic shows. The Friends did an outstanding job and plan on expanding it for next year. It is one of the libraries most successful programs of the year. When December came the children had special story times at both branches with an appearance from Santa. The Friends also treated the staff to a Christmas dinner party.

Regional Director's Report: Kathryn is very pleased with the outstanding job Debbie has been doing with the many good programs offered for all age groups. Kathryn mentioned thanks to the LFF/Viburnum Grant - Phase II that an upcoming training session will be offered for trustees, board members, and Friends. This will help our advocates become better trained, positive, full-time representatives in their communities, advocating for the library as they go about their personal and professional activities. It will be held on March 19th from 10 a.m. to 2 p.m. at the Danielsville Library and would be very beneficial for any wanting to attend. Kathryn told us about two possible items before Congress that may have effects on libraries. The first is for our T-one lines to be paid for, all libraries must be compliant with filtering their computers in their libraries. Oconee should have no problem with that, but it is state wide. The second is they are fine tuning copyright laws on the internet and there may be some charges involved when patrons hit certain sites. This may affect us due to the large amounts of book keeping it could entail. The Pines project has been postponed from the start up date of April 1st to August 1st. Kathryn informed us of a State Grant with a 50-50 matching funds for building repairs.

The Watkinsville branch may need to have some of its heating/air units looked at or replaced. They could also use some electrical/lighting work done. The two doors at the Bogart branch need to be made wheelchair accessible. An estimate is needed from a vendor. The first deadline is Feb. 16th and the second is April 16th. Mitch made the motion to draw up the proposal to be carried to the commissioners. It was seconded and passed. The Friends of the Bogart library have asked to extend the Bogart operation hours. They would like to see the library stay open a total of 8 more hours a week. There is a need for it with the heavy use the library is getting in the evening hours. The new proposed hours would be:

10 a.m. - 8 p.m. Mon. thru Thur.

10 a.m. - 6 p.m. Fri.

10 a.m. - 6 p.m. Sat.

But for budget purposes we would have to have an increase for two people (safety factors for at night) so for a total of 16 hours. The budget committee will consider this when they meet on Feb. 15th at 11:45. The committee consists of Peter, Mitch, Linda, and Ray. We also may need to increase the postal budget with the Pines project and sending materials statewide. The postal budget may need to be tripled. The committee that was reviewing the constitution has been postponed until the April board meeting. We're waiting for the regional board to do their constitution, so as to compare. There was discussion on raising the hourly rate for the Oconee County Libraries computer specialist position to establish a competitive base for hiring future computer specialist employees. The purpose and the scope of the position have been expanded due to the increased technology demands present at both the Watkinsville and Bogart libraries. The position requires an advanced knowledge of both hardware and software, and the ability to maintain advanced networking services. The training, expertise, and experience necessary for this position needs to be better reflected in the salary. Mitch made the motion to increase this position from \$9.00 to \$9.50. The motion was seconded and carried.

Friends: Linda explained all the activities the friends have been involved with. Besides the Family Day in November which was a big success, the Friends continue to show their appreciation to the staff with special treats and in hosting the Christmas dinner which included the Bogart staff. They gave the library a total of \$1,000: \$500 to buy lower case letters and numbers dies for the Ellison Letter Machine shape cutter (this is used to cut symbols, letters, and shapes used for bulletin boards, crafts, and other projects around the library), and \$500 for Books on Tapes for the collection, which are in high demand. They are hosting a Winter Celebration January 25th with special guest Dexter Weaver, author of Automatic Y'all, plus they have plans for a spring storytelling evening. They are completing paperwork for non-profit status, and are applying for local grant to expand Family Fun Day in 2001.

The next scheduled Library Board meeting is set for April 16th at 4:30 p.m. at the Bogart branch. With no further business the meeting was adjourned.

Respectfully submitted,

Lila Wyatt, Secretary

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Respectfully submitted,

Lila Wyatt, Secretary

OCONEE COUNTY LIBRARY BOARD Minutes of the Quarterly Meeting April 16, 2001 Bogart Library

The meeting was called to order by former Chairman Ray Billings and continued by Chairman Mitch Swan. The quorum present consisted of the following: Kathryn Ames, Gail Firestone, Debbie Thrasher, Jackie Carson, Peter Wyllie, Ray Billings, Elaine Brown, Doris Firth, Linda Smith, Deanne Craft, Phyllis Luke, Mitch Swan and Chairman of the Oconee Board of Commissioners Melvin Davis

Comments by Melvin Davis included their listening to the issues and opportunities presented by each of the county departments and reviewing the needs and availabilites for the upcoming budget. Debbie Thrasher's review mentioned that there are 21 groups using the rooms in Watkinsville and the rooms and display cases are booked to the end of the year. Book circulation continues strong and the childrens storytimes have resumed with continued participation. The Oconee County Library Friends hosted a local celebrity and author, Dexter Weaver who spoke to 58 people and drew the winning quilt raffle ticket. Vivian Ward took home the prize. The Friend's group raised 565.00 that has helped buy Vacatrion Reading Club prizes and supplies.

Janet Murphy represented the Oconee County Libaries at the Athens Bicentennial Committee planning meeting. We are planning a "Fashion Through the Ages" program this summer along with a Pioneer Day. The theme for the Vacation Reading Club will be EXTRA EXTRA--READ ALL ABOUT IT. Volunteers will be welcomed to help with the program. The theme will relate children more closely to the newspaper. There will be Grandmother Goose stories for children and a puppet show.

The library exhibited a booth at the Trade Show this month. Bogart Friends of the Library are planning a Spring Fling Carnival May 4 from 6-9. All library staff will be required to take the training for the new Pines library system. A report on the Advocacy Workshop was given by Doris Firth. Five members of the board were represented. The new federal standards for computer filtering will be reviewed by the board at a future meeting. The need for extending the hours of operation at the Bogart Library was discussed and also the need for additional budget money. The library board welcomed Phyllis Luke at her first meeting as a new member of the board.

The next scheduled meeting will be July 16 at the Watkinsville Library.
Minutes submitted by Elaine Brown.

OCONEE COUNTY LIBRARY BOARD

Minutes of the Quarterly Meeting July 16, 2001
Watkinsville Library

Pam

Before the meeting was called to order the Library Board and several other dignitaries were invited to Oconee County Library Auditorium to have a ribbon cutting ceremony and to thank Jeff Smith for his donation of a plaque to be placed on Study Room C in honor of the Library Board and the Library Staff.

Mitchell Swan then called the meeting to order. The quorum present consisted of the following: Kathryn Ames, Debbie Thrasher, Mitchell Swan, Ray Billings, Linda Smith, Elaine Brown, Doris Firth, Deann Craft, Jo Alspaugh, Lila Wyatt, Peter Wyllie, Phyllis Luke, and Rosemary Stancil. The minutes from the previous meeting were approved along with the agenda.

Branch Managers Report: Once again the Library has been extremely busy and well used. Many activities have taken place. In addition, we have had a change of staff. Jim Berger has taken a new position and we were fortunate to be getting Derek Martinie who has been a Computer Specialist at our Madison County Branch, so he comes already trained and familiar with our programs. In April a new project was started called Thursday Night Live @ your library. This will be a quarterly adult program and their kick off evening featured Athens Regional Library employees Patty Reeber and Mary Jean Hartel for a night of adult storytelling. Also in April Janet Murphy held the 5th annual Poetry Slam with 60 people in attendance. Poet David Oates hosted the event and classical guitarist David Mitchell provided a musical intermission. Two grants were awarded to the Library in April. The Major Repair and Renovation of Public Libraries Grant required a matching fund from Oconee County and with this, our three old HVAC units were replaced. The second grant was Library of America's Millennium Grant. This required a \$250 pledge and we received 50 recently published volumes of Library of America. We have the responsibility of conducting programs with the material, which we will do in the fall. We are waiting to hear from a third grant, Presidents, Politics, and Power through National Video Resources. In April Debbie, Katie LaFlamme and Cynthia Johnson attended a Children's Literature Conference and the volunteers for the library were given a gift for their over 500 hours of volunteer work that they provide. To finish April the Library was awarded a booth at the Oconee County Trade Show.

In May the Watkinsville ESP room was used for PINES Training and will be continued to be used for this purpose. This month was full of preparing for the summer reading club, "Extra! Extra! Read All About It!" Cynthia and Katie visited all the schools and preschools to promote this program. Decorations were made and programs were planned. In June the program was in full swing. There was a program planned for every day! There were movies, puppet shows, storytelling, a talking drum performer, a newspaper workshop, marionettes and a juggler. There is also an Adult Summer Reading Club called O'Coffee Café with 48 people participating. The door counts at both libraries are very high.

Regional Directors Report: Kathryn showed the results of a Customer Satisfaction Survey held at both libraries with a wonderful response from the patrons (See attached sheets). Kathryn went over the circulation numbers which were high and complemented Debbie on all the good programming and activities. The budget is in good shape (See attached sheet) and Kathryn went over the proposed budget for next year (see attached sheet). The libraries are now ready to go on the PINES Project. There is still some training left for the staff which is being held at our library. This is for the whole N.E. Georgia district. Patrons can apply for their new card the first of August and starting September 5, 2001 all branches should go on live on the PINES system.

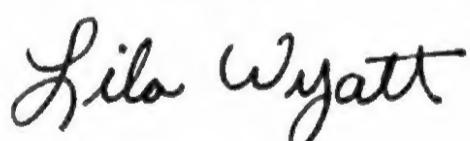
Friends Report: Linda reported on all the activities of the Friends. They have applied and received a grant from the Athens Junior League that will be used for the annual Family Fun Day. They hope to expand the program to gear more toward some of the older children. The friends made a \$600 donation to the Summer Reading Club to be used for prizes and \$1,500 was given to purchase a laminator. The Friends have now achieved a non profit status. They had a program on "Secret Yankee's" with speaker Tom Dyer and over 50 people attended. Two more programs are in the works. On July 26th "Fashions of Yesterday" will be presented and on September 11th will be the Annual gathering with Phillip Lee Williams. Linda reminded us to purchase the friends tote bag and use it as a way for us to promote the Library.

Old Business: The ADA doors are now installed and in operation at the Bogart branch.

New Business: Peter made the motion that the Oconee County Library Board appoint the Vice Chair of the board as a committee of one to conduct a management audit of the "employee performance review" process in use at the Oconee Library for the current year and the last two years to ascertain if we are in compliance with the library policy and report back to the board at the October meeting. Elaine seconded the motion. Motion carried.

The next scheduled meeting is scheduled for Monday, October 15, 2001 at 4:30 p.m. at the Bogart Branch. With no further business the meeting was adjourned.

Respectfully submitted,



Lila Wyatt, Secretary

OCONEE COUNTY LIBRARY BOARD
Minutes of the Quarterly Meeting October 15, 2001
Bogart branch

Before the meeting was called to order Mitchell Swan presented Rosemary Stancil and Lila Wyatt with a certificate and a book to be donated to the library in their honor for their years of service to the board.

Mitchell Swan then called the meeting to order. The quorum present consisted of the following: Gail Firestone, Debbie Thrasher, Mitchell Swan, Phyllis Luke, Linda Smith, Lila Wyatt, Peter Wyllie, Deann Craft, and Rosemary Stancil. The minutes from the previous meeting were corrected and approved, and the agenda was approved.

Branch Managers Report: The past three months have been extremely busy and productive. It began in July with our first ever O'Coffee Café adult program at Watkinsville. Janet Murphy planned the evening of classical guitar and coffee. 60 people attended and enjoyed guitarist David Mitchell. A special "Fashions of Yesterday" program was an overwhelming success. 125 people watched as Mary Delaplane had models displaying beautiful clothing from the past 150 years. The Oconee Friends hosted an evening with Dr. Thomas Dyer, author of *Secret Yankees: The Union Circle in Confederate Atlanta*. 50 people attended and were fascinated by this historical detective story. The Bogart friends hosted juggler Ron Anglin in the Bogart community center with 102 in attendance. On top of all this, the summer reading club was in full swing. In the 11-week program, we registered 1,250 in Watkinsville and 307 in Bogart. In addition, in Watkinsville we had separate registrations for Young Adults with 179 and Adults with 138. Programs were varied and well received. Katie had 56 children's programs with 3,003 in attendance, and Cynthia had 39 programs with 1,549 in attendance. We circulated 14,314 children's books in Watkinsville and 4,115 in Bogart. We also had several volunteers who gave of their time this summer. The month of September was indeed busy! PINES started with both training and go-live. There were many kinks to be worked out, but it seems to be running more smoothly now. As of this date, we have issued approximately 1,200 new library cards. The computers are still steadily being used with 1,062 people signing up to use them in September. The biggest program in September was held in conjunction with the Athens/Clarke Bicentennial Celebration on September 22nd. It was called Pioneer Day and we had between 250 – 300 people walk through the exhibits which included weavers, Native American Dancers, farm tool display, folk art, herbal remedies, sheep shearing, old toys, basket makers, treadle sewing machine, braided rugs, carpet beating, quilting, and storytelling. Mary Delaplane displayed a miniature dollhouse and other pioneer artifacts, Michelle Hanson displayed folk art, Lenetta Root displayed acrylic art in the auditorium, and Lois Black displayed paintings on wooden plaques in the display cases.

Regional Director's Report: Kathryn was out of town so Gail Firestone presented her report. She had regional numbers for the summer reading program. Region wide there were 8,046 children registered with a circulation of 105,364 books read. There were 362 programs presented with 17,104 in attendance. Gail mentioned a workshop that would be